

MEMORANDUM FOR: Inspector General

SUBJECT : Agency-sponsored Insurance Programs

25X1A

**REFERENCES : (a) CIA Notice No. [REDACTED] dtd 29 July 54,
Subj: "Employee Services, Insurance
Available to Agency Employees"**

**(b) Memo dtd 26 April 55 to DD/S fr IG,
same subject**

**(c) Memo dtd 26 May 55 to DD/S fr D/Pers
same subject**

1. Following receipt of your memorandum of 26 April 1955 relating to the above subject matter, a round table meeting was convened and the items discussed by persons qualified to act for the various components of the Agency most concerned with the over-all problems involved in the administration of the Insurance Office.

2. The following is a brief account of the results accomplished. Relative to your paragraph 3 concerning the issuance of identification cards, an ample supply of these cards is presently being printed by the Home Office of Mutual of Omaha. Upon receipt, distribution will be made to all member employees who are in a position to be identified with this Agency.

3. As to your paragraph 5 dealing with the issuance of individual certificates under Master Policies to both domestic and overseas personnel, distribution of these certificates will be made generally in the same manner as the membership cards mentioned above. Also, immediate steps were taken to have sufficient copies of Master Policies photostated and they are presently being distributed to the Administrative Officers of the various Divisions and components of the Agency. Copies will also be made available to all Field stations.

4. Paragraph 6 of your basic memorandum relating to the manner of making monthly premium payments was discussed in detail. It was generally agreed that careful study should be made as to the advisability of providing space and necessary personnel in order that two (2) small branch offices might be set up at strategic points within the Agency for the purpose of collecting premiums. In this regard, I might state that during the past month the Federal Government has made progress toward activating Federal health insurance plans for the Nation as a whole as well as specifically for all Federal civilian employees as sponsored under Senate Bill 2425, dated 6 July 1955. This Bill is expected to be enacted into law during the next session of Congress. Should this materialize, such legislation would provide for the collection of premiums through the payroll deduction plan. This would automatically take care of approximately two-thirds of our premium collection problems. For this reason, it may be well to hold in abeyance any immediate action on the matter of activating additional premium collection offices.

5. Inasmuch as the General Counsel states payroll deductions on vouchered funds are illegal, the Insurance Office has for some time urged the GEHA members to transmit premiums by check either to the Insurance Branch sterile mail box (GEHA, Inc., P. O. Box 463, Washington 4, D. C.) or through Agency mail in order to avoid wasting man hours by delivering the same in person.

6. It therefore appears that the various points of your memorandum have been covered as adequately as present circumstances permit.

L. K. WHITE
Deputy Director
(Support)

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OP/ICD/[REDACTED]:mkb (29 July 1955) Originator [REDACTED]

Distribution:

O & 1-Addressee

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29 JUL 1955
Concur [REDACTED]

Casualty Division

Director of Personnel